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UNITED STATES DEPARTMENT OF AGRICULTURE

AGRICULTURAL MARKETING SERVICE

AGRICULTURAL ESTIMATES

WASHINGTON, D. C.

~~ADMINISTRATIVELY CONFIDENTIAL~~

INSTRUCTIONS 2064

October 22, 1957

U. S. DEPT. OF AGRICULTURE
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FEB 13 1959

TITLE: Instructions

SUBJECT: Annual Crop Summary 1956-57

1. DUE DATES: Statisticians are advised to carefully note the following schedule of due dates:

- a. Mail Crop Summary Sheets, CEF 83, in a separate envelope the day the Reviewer completes his work. Use airmail and special delivery where airmail is an advantage.
- b. Mail all work sheets, special forms, etc. the next working day after the review is completed, or earlier if possible.* See items d, e, and f below for mailing dates for seedings of 1958 crop winter wheat and rye, dry beans and peas, and broomcorn.
- c. Mail comments to reach Washington by 9:00 a.m., December 3 or earlier, if possible. See section 32 below.
- d. 1958 Crop Winter Wheat and Rye - Mail work sheets (CEF 141) and comments for all States for the seedings of 1958 crop winter wheat and rye to reach Washington by 9:00 a.m., December 16.

Nonspeculative winter wheat State recommendations of yield and percent for grain (CEF 140 and CE 100) are due December 16. Speculative winter wheat State recommendations of yield and percent for grain (CEF 140 and CE 101) are due December 18. Rye condition for all States should be submitted on CE 100 with the General Report due December 6. See section 9.

- e. Dry Beans and Peas - Summary forms for "Acreage and Production by Classes" should be submitted in duplicate by December 3. See section 13.
- f. Broomcorn - CEF 135, comments and recommendations are due December 6. See section 14.

2. RESEARCH DATA: A brief analysis of the June and October enumerative survey data and final objective measurement data should be included in the commodity comments. The type of data generally applicable is as follows:

- (A) June enumerative survey expanded planted acres.
- (B) October enumerative survey adjusted planted acres. (ratio of October to June)
- (C) October enumerative survey utilization as a percent of Oct. 1 planted acres (Crain, Silage, Forage etc.)

*States which are reviewed last should have this material ready to mail as soon as the review has been completed since all material must be in Washington by 9:00 a.m. December 3.

(D) October enumerative survey yield.

(E) Final objective measurement yield adjusted for harvesting loss (southern States only).

3. SCHEDULE DISTRIBUTION FORM: Please fill out and submit with your report the mimeographed sheet giving a description of survey distribution procedures for the various cards and schedules used. If new procedures or special lists are used in the mailing, this should be mentioned in comments, together with an evaluation of the effects upon indications. Suggestions for changes in design of fall acreage, acreage and production, and acreage utilization cards and schedules are appreciated, but should be submitted in a separate memo to the Secretary of the Crop Reporting Board for use at the appropriate time. This should be done as soon as possible after the fall report is out of the way.

4. EDITING, LISTING, AND SUMMARIZING:

- a. Rural Carrier Survey: All cards have been punched for use in peg board summarization. The procedure recommended and used in most States is given in Instructions 1958. Buff colored cards will be furnished for use as summary cards.

Each schedule should be edited before summarization or the schedules are listed. The tabulation should be edited after the data are listed. The "all land in farm" question must, of course, be answered on all cards or schedules used. If cards are incomplete, the procedure used in previous years for getting them completed should be followed. In States where both planted and harvested acreages are asked on the same card statisticians should keep in mind, when editing, that the primary objective is to obtain indications of planted (for all purposes) and harvested acreage, with the indication of abandonment a by-product. The main tabulation should include all cards complete for planted and harvested acreages, together with land in farm. The abandonment indication computed from this survey, where both planted and harvested acreages are on the same card, will be supplemented by indications from the Acreage and Production inquiry. The percent abandonment indication is the complement of the percent harvested, and should be entered on Line 34 CEF 135.

If a large number of reports lack either planted or harvested acreages, separate tabulations may be made of those reporting (1) only planted acres, and (2) only harvested acres, each with land in farm. Totals of each group may then be combined with similar totals from the main tabulations, by districts, for the computation of ratios and ratio relatives to land in farms. This avoids the practice of "editing in" harvested acreage when planted acreages only are reported, or vice versa. Unless such a separate tabulation is made, cards incomplete for either planted or harvested acreage should be discarded or returned to reporters for additional data. Fractional acres should be listed for crops grown on small acreages per farm. When adding, county totals may be shown in fractions of an acre, but all district and State totals should be rounded to the nearest whole number. In computing ratios and percentages, districts of minor importance for certain crops may be combined with adjoining districts for weighting to avoid distortion. Comments should call attention to such special handling of data.

Direct percentages of the previous year and ratio relatives should be rounded to whole percentages; abandonment percentages to one decimal; and ratios to land and ratios to crops (where used) should be carried to three places to the right of the decimal.

Ratios to "all crops" or "crop land" should be calculated if such ratios have proved useful in the past. If ratios to "all crops" are used, enter such ratios on line 20 of CEF 135 and line 26 of CEF 141. Listing of identical reports is REQUIRED for All States, except Indiana, Wisconsin, Minnesota, South Dakota, and Kansas where reliable current Assessors' indications are available. Even for these States, identical tabulations should be made if the Rural Carrier sample tabulated for ratios is relatively small, or if the ratios fluctuate widely due to sample fluctuations; and for Indiana, and Kansas if the Assessors' data are not completed. It is taken for granted that the Assessors' data are completed for the other three States. As a general rule, editing of identicals should be confined to the elimination of reports which are not "true" identicals; that is, where it is apparent that the operations do not cover the same farm for both years.

- b. Assessors' Data: State farm census data should be submitted as reported and also as adjusted if adjustments are made. A brief description of the adjustment method should be given in the comments. A general statement as to the time of the enumeration should also be made. Please be sure to show the number of farms enumerated and the total acres in farms. Reported and adjusted acres, straight and weighted ratios to land of both reported and adjusted (if adjustments are made), straight and weighted direct percentage changes, and YIELDS where available, should be recorded on the 1956 and 1957 acreage and yield work sheets (CEF 135, lines 23 to 29, 54 and 55; CEF 141, lines 30 to 36, 42 and 43; CEF 161, lines 19 to 22, and 51 to 54; CEF 169A, lines 34 to 39, 45 to 50, and 56 to 61; and CEF 169B, lines 13 to 15). Any revisions of the Assessors' data for 1956 should be entered on the 1956 acreage and yield work sheets in red ink. One copy of the Assessors' schedule (not a whole book, just pages showing the questions and instructions) with date of assessment shown thereon, should be submitted with the report.
- c. ACREAGE AND PRODUCTION: A supply of early season Acreage and Production of Grain Crops cards was printed for use in Missouri, Virginia, West Virginia, North Carolina, South Carolina, Georgia, Kentucky, Tennessee, Alabama, Mississippi, Louisiana, Oklahoma, and Texas, and a sheet type schedule for Nebraska and Kansas. This sheet type schedule designed for pegboard summarization has also been prepared for each of the States of New Jersey and Louisiana (late crops) and a similar schedule for New York and Michigan as well as one for the late crops in Nebraska and Kansas. This change to a sheet-type schedule was made following the use of such a schedule in Pennsylvania in 1956. As facilities permit, we would plan to shift other cards over to sheet-type schedules if the 1957 experience is still satisfactory and the number of questions to be included on the questionnaire is within the limits of the size of the sheet. The usual Acreage and Production of Grain cards were prepared for other States using cards as in the past. A combined schedule will

again be used for Long Island, New York. For Pennsylvania there is no change in the schedule used in 1956. Wisconsin continues the Master Crop Schedule and South Dakota, Montana, and Oregon will use there respective combined schedules previously tested in these States. Utah will again use a combined schedule and the rural carrier card. Arrangements have been made to duplicate the Nevada schedule in Washington. Florida, Arizona, and California will mimeograph their own schedules. ONE copy of the mimeographed schedules should be included with the report.

Although the printed schedules include a question on the acres of land in farms, it should be borne in mind that the primary purposes of this inquiry are to obtain (1) derived yields per acre; (2) acreage utilization; and (3) abandonment of planted acreage.

It seems advisable to retain returns even though the total utilization accounted for may be less than 100 percent of the planted acreage, in order to obtain the best possible indication of acreage harvested for the principal use (grain or hay) as a percentage of the acreage planted. This should be kept in mind in interpreting utilization other than for grain. It does not seem necessary to adjust these latter indications so that the total will add to 100 percent. With the multiple objectives for which these schedules were designed, many returns will be incomplete either for the yield objective or for the acreage utilization objective. If the number of complete returns is sufficient to give reasonably good district yields and utilization percentages, incomplete returns might be edited out. If the statistician should decide to draw separate totals of those complete for yield and those complete for utilization, this fact will be apparent from the totals on the district summary sheet.

- (1) Summarizing and weighting acreage indications from A & P cards and schedules: For each crop, summarize utilization by districts, calculating each utilization and abandonment as a percentage of the planted acreage and weight by estimated district planted acreage. The exceptions to this rule are for corn and all sorghums, for which calculate only abandonment as a percentage of planted acreage - weighting by planted acres - for entry on CEF 135; but the utilization should be calculated as percentages of the total harvested acreage (planted minus abandonment) and weighted by the estimated district acreage harvested for all purposes. (See also section 20.) Please note that sorghum sirup acreage should be included.

Enter abandonment indications on work sheets for all crops for which they are available, not just the grain crops. The alone and interplanted acreage utilization indications of soybeans and cowpeas should be worked independently by districts and for the State and weighted by corresponding alone acres and interplanted acres. Equivalent solid acreage utilization percentages should be calculated by applying the 1957 estimated State acres alone to the utilization alone straight percentages and one-half of the estimated State interplanted acreage to the interplanted utilization straight percentages and dividing the sum of those extensions by the estimated equivalent solid acreage. These averages should be entered

on CEF 169B in the space provided for straight averages. The weighted State equivalent solid utilization percentages should be the sum of the district alone extensions plus one-half of the sum of the district interplanted extensions divided by the State equivalent solid acres. There are no separate sheets for soybean hay, cowpea hay, or peanut hay. Data for hay made from these crops should be entered on CEF 169D and 174.

- (2) Summarizing and weighting yield indications: Show on CEF 135 and C.E. 1-177 the number of reports tabulated for each crop (not the total number of cards tabulated). For each crop, summarize yield per acre by districts, weighting by the estimated acreage harvested. If other appropriate weights are not available, current weights may be calculated by applying district sample percentages utilized for each purpose to the estimated acreage harvested. If other appropriate weights are not available, current weights may be calculated by applying district sample percentages utilized for each purpose to the estimated district planted acreages. In States where acreage and production of the several kinds of grain hay are obtained, weight the yields of several kinds, on a State basis only, by their indicated respective acreages to compute the yield of all grain hay to be entered on line 53, CEF 135. Yield indications of legumes grown alone and interplanted should be combined into a yield on equivalent solid acreage. If appropriate weights for alone and interplanted yields are not available, the reported data should be combined by districts after dividing the interplanted acreage by 2, but not the interplanted production. The district combined equivalent solid yields thus derived should then be weighted by the estimated district total equivalent solid acreage. In the Western States, separate columns are provided on the A & P schedules for irrigated acreage, but only a single column is provided for production. In addition to the combined totals and averages, comparable production and acreage should be listed and summarized by districts for irrigated and nonirrigated acreage separately, in order to obtain indicated irrigated and nonirrigated yields.
- d. Special Survey: Results of any special acreage, yield, or production survey should be summarized on a copy of the schedule used, except for tobacco, sugar beets, peanuts, and beans and peas by classes which should be summarized on the summary forms provided for that purpose -- not on the R. C. Acreage District Summary. These forms and the Broomcorn Production Work Sheet are being forwarded with the acreage forms.
- e. Summarizing of Survey Data, by Districts: It is important that form C. E. 1-177 be used for summarizing all acreage reports by districts, including identicals, acreage and production, special surveys originating in the field offices, and Assessors' data, except for States having an Assessors' schedule with crops all on one side of sheet, in which case the summary may be submitted on this sheet. Please indicate on the summary of Assessors' tabulations whether the data are preliminary or complete. Use a separate copy of sheet C. E. 1-177 for summarizing commercial vegetable data by districts. Show the data in the same form as reported. As an indication of abandonment of winter wheat and rye, compute and enter by districts the complement of R. C. (Harvested R/L :

Planted R/L). These are the district data for which the State figure is entered on line 37 of CEF 141. Also enter on the district summary the Complement of Harvested + Planted (acres) from identicals, corresponding with State figure entered in line 38.

District summaries should be folded and submitted in the 16" x 10" Crop Reporting Board envelopes. The name of the State should be stamped both in the upper left and the lower right corners of the district summary sheets. Please be sure to label all summaries properly. Please enter the number of schedules and date mailed in the space provided at the top of the district summary.

5. WEIGHTS: For weights, use actual or estimated acreages rounded to thousands (for minor crops, to hundreds). Please be sure to show source of weights in the spaces provided for this purpose on the District Summary Sheet, C.E. 1-177.

For Harv./Harv. indications, use preceding year's harvested acreage.

For Plant./Plant. indications, use preceding year's planted acreage.

For ratios to land, use 1954 Census acreage of all land in farms or the most current data on acreage of all land in farm.

For ratios to "all crops" or "cropland" use 1954 Census acreages of cropland or the most current data on cropland acreage.

6. CHARTS: The following charts will be used by the Board for the individual crops and all crops:

Ratio to Land versus Board acres harvested.

Ratio to Land versus Board acres planted where asked on schedule.

Identical C/C percent of previous year versus Board Percent of previous year (Harv./Harv. and Plant./Plant.)

Direct C/H percent of previous year versus Board percent of previous year (Harv./Harv.) for Arizona and California

Percent Abandonment (from A & P Survey) versus Board percent abandonment.

Assessors' percent of previous year versus Board percent of previous year.

Assessors' ratio to land versus Board acres (in States where used).

Assessors' actual acres (or adjusted) versus Board acres.

All acreage charts based on data from special surveys for individual crops and States for which such series of data are available.

R. C. Ratio of all crops to all land versus comparable Board acres harvested for all States.

R. C. Ratio of all crops to all land versus comparable Board acres planted (i.e., planted acres of spring sown crops, harvested acres of winter wheat, rye, and hay) in States where both planted and harvested acres are asked.

R. C. Identical C/C percent of previous year for all crops versus Board percent of previous year in States having identical comparisons.

Reported Yield (General schedule) last month of the season versus Board Yield.

Yield from Acreage and Production Inquiry versus Board Yield.

All yield charts based on data from special surveys for individual crops and States for which such series of data are available.

Similar charts should be used by field offices, but need not be submitted to Washington. However, copies of any other charts which show good relationship should be submitted by field offices and should be accompanied by the data from which they are prepared.

7. RECOMMENDATIONS: Both planted and harvested acreage recommendations for the current year generally should be computed, using in each case the rounded percentage of the preceding year, with abandonment being derived. This procedure will be followed except where abandonment is small (usually less than 2 or 3 percent) and the derived abandonment percentage is distorted by such procedure. In the latter case, harvested acreage will be computed from a rounded percent change; abandonment estimated; and planted acreage and percent change derived.

In some cases, especially where Board estimates and the State Farm Census (Assessors) are on essentially the same level, it may be necessary to adopt a percent of the previous year that is not rounded to a whole percentage or to adopt an absolute acreage estimate and derive the percentage. In the latter case, the statistician's percent of previous year should be marked + which will indicate that the acreage was estimated on an absolute basis and the percentage was derived.

8. NUMBER OF REPORTS: Total number of reports from the principal surveys should be given on C. E. F. 207, Sample Distribution Sheet. This number should NOT be shown on CEF 135.

Column 1 (number reporting on this crop) on CEF 135 or other appropriate worksheet should show: (a) the number of reports used from special surveys, (b) the actual number of reports on individual crops when this number is a small part (say 10% or less) of the total number of reports on major general surveys or when that number itself is an acreage indication. Such counts are specifically requested from the R. C. survey for certain crops as shown below:

- (1) Winter Wheat, harvested in 1957, also seeded for 1958.
- (2) Legume and Grass Seeds: In order that we may have some measure of the relative strength of the sample and the number of farmers growing each kind of seed each year.
- (3) Irish Potatoes and Sweetpotatoes: It is requested that a count on the number reporting potato and sweetpotato acreages be made by districts in all States. This district count should be shown to the left of the potato acreage figures on the district summary sheet and properly labeled. In States which have two or more seasonal groups please give number of reports by groups and the total number reporting any potatoes.

- (4) Dry Beans.
- (5) Dry Peas.
- (6) Peanuts (on CEF 174).
- (7) Tobacco, in minor States (by types where possible).
- (8) Sugar beets.

9. WINTER WHEAT:

- (a) Volunteer acreage (1957 crop): In States where volunteer acreage is a factor, show 1957 estimated volunteer acreage harvested on line 50 of CEF 141. Questions on volunteer acreage and production are on the A & P cards in the States concerned and furnish a basis for estimates of volunteer acreage harvested. These and all other sources of evidence should be used. Volunteer acreage harvested should not be included in acreage utilization and abandonment data in computing the indications of acreage not harvested for grain. List it separately on district summaries. In States where the volunteer acreage is sufficiently large to warrant consideration, the volunteer acres of wheat are related to total acres of wheat as one indication for an estimate of volunteer acreage harvested for grain. In turn, this acreage estimate is added to the indicated acreage harvested for grain from sown acres with an equal acreage added to the indicated seeded acreage. The A & P and special cropping practices survey ratios (where available) of reported volunteer acres to all wheat planted plus volunteer may be shown along with recommended acreage of volunteer wheat harvested on line 50 of CEF 141. The basis for this recommendation should be presented in the comments. For States in which volunteer wheat is estimated, the grain yields shown should include the volunteer crop. The yield per acre of volunteer acreage, obtained from the A & P survey, should be weighted at the State level into the total yield using estimated harvested volunteer acreage as weights.
- (b) 1957 Wheat acreage compliance data: Instructions to the State ASC offices relative to summarizing the 1957 performance records did not contain the usual directive that a copy of each county summary would be forwarded to the State Statistician. However CSS interposes no objection to the data being made available to the State Statistician and has assumed that the usual exchange of data will occur. In view of the absence of a directive to each State ASC office to forward county summaries to the Statisticians' office, each State concerned should contact their respective State ASC office to coordinate the obtaining of performance data.

The data contained on each county summary (Form CSS-525, Wheat, 1957) should be comparable with the data obtained for the 1956 crop with the exception the 1957 sheets will not contain any information pertaining to the Soil Bank Reserve acres. For our purposes, items 4 plus 5 should provide some measure of total acres of wheat sown. The durum States of North and South Dakota, Minnesota, California, and Montana will note the addition of several columns to the 1957 form (18, 19 & 20) pertaining to durum wheat. Such data should be helpful in

evaluating the durum and other spring wheat acreages but should probably be discussed with each State concerned relative to the handling of such data. There is some degree of flexibility of interpretation of items 4 and 5 as they probably represent more nearly a harvested acreage rather than a seeded acreage. This would be dependent on the time of the compliance check and the nature of any abandonment of the 1957 crop. It will be noted that one of the items (Item D) requested from ASC pertains to the number of farms on which acreages were actually measured. This is for the purpose of evaluating the rounding procedure used by ASC; namely, that measured acreage for any individual farm is rounded down to whole acres. In order to compensate for such rounding, States should apply the factor 0.45 acres to the number of farms on which acreages were actually measured and add the total to the State acreage shown by ASC. This will be a significant total in many States. Statisticians are requested to include as a part of their comments the State totals for items 2, 4, 5, D, E, & F from Form CSS 525, Wheat (1957). It would also be helpful if State totals, properly labeled, were entered on unused lines in the December section of CEF 141. It is only necessary to enter the total of items 4 and 5 and the computed allowance for rounding. States should also contact their State ASC office relative to the latest (or revised) wheat compliance data for 1956. Compliance data should be evaluated and used in arriving at acreage estimates.

- (c) 1958 Crop seedings - due December 16: The percentage indication of acreage planted for harvest in 1958 from the R. C. survey to be entered on line 4 of CEF 141 is computed as follows:

$$\frac{\text{R/L Planted 1958 Crop}}{\text{R/L Harvested 1957 Crop}} \times \text{Statist's percent of 1957 crop harvested for grain.}$$

To compute the weighted indications for each crop use State weighted ratios. Since Board work on the report of fall seedings of winter wheat is separate from the Annual Summary, it is important that comments be submitted on separate sheets.

States should be able to obtain data from their respective ASC office relative to the acres allotted for 1958 crop and the extent of participation in the Soil Bank Program for the 1958 crop.

10. OATS AND BARLEY: Since the Board publishes oats and barley on an "all" basis instead of spring and winter as with wheat, planted acreage should be on a "net acreage sown" basis. Fall planted oats and barley winterkilled and replanted to the same crop in the spring should be considered as acreage replanted. In some States the oats for grain harvested ratio is comparable only with years beginning in 1955 because of the shift in "oats cut ripe to feed unthreshed" from grain to hay. There was a split list test in 1955 in Virginia, Kentucky, Tennessee, South Carolina and Georgia so ratios only from the new wording in 1955 in those States would be comparable with the present.

11. MIXED GRAINS: Because the estimate for each grain crop makes allowance for any of that crop in mixtures, the mixtures reported on the Fall Acreage cards or combined schedules must be prorated to the respective grains included in the mixture. Tabulate separately all reported grain mixtures. District totals should

be obtained for each mixture, as they represent a valuable record of farming practices. The total should be prorated to the proper crops on a district basis for computing ratios and percentage change (unclassified mixtures should be prorated on the basis of classified mixtures). Be sure to show on the District Summary sheet district totals for the various grain mixtures using a separate summary. The data entered on the Acreage and Yield Work Sheets, on the Ratio to Land Sheets, and on the District Summary (for the entire survey) should be computed from totals including prorated mixed grains.

For the 1957 season it will not be necessary to prorate these mixtures from the Acreage and Production cards into the utilization and yield summaries. Please submit on the district A & P summary only the total reported acreage of mixtures, by districts, and the State totals of each kind of named mixtures.

12. SUGAR CROPS:

Sugar Beets: Yields for last year's crop (1956) are derived. The sugar beet company reports should be handled as in previous years, that is, the data are to be furnished to the States concerned and the original schedules forwarded to Washington as soon as possible. The form for submitting a summary of the factory data and statisticians' recommendations will be sent to field offices with the acreage work sheets. Please submit this summary in duplicate with the annual summary material. Since preliminary 1957 price data will not be published by States, and season average price recommendations are not due until December 6, statistician's price recommendations and price comments may be delayed until that date, if desired.

Sugarcane: Statisticians in Florida and Louisiana are asked to submit indications and recommendations of acreage and yield of sugarcane for sugar and for seed separately. In addition, they should recommend in the comments, sugar production (raw value) and production of edible and blackstrap molasses separately (80 degree Brix).

Maple Products: Statisticians in producing States may submit recommendations of revisions from the published report of May 1957 for the 1956 crop on separate comment sheets. If no revisions are recommended for 1957 a statement to that effect should be included in the comments. For New England, final survey results for the May 1957 survey and revised recommendations for 1957 should be submitted on a new CEF 263.

13. BEANS AND PEAS: Estimates for all dry beans and all dry peas should be submitted as for other crops. Only the cleaned production will be published. Also production of beans and peas by classes will be published as usual.

- a. Schedules: A growers' survey covering acreage and production by classes and dockage (pick, cleanout, waste, culls, etc.) of dry beans and dry peas should be made this fall as usual. The schedules should follow the pattern of those used last year, except those States that have requested and received permission to modify the schedule, or have been notified of changes. The schedule should carry:

Budget Bureau No. 40-R307.6

Approval Expires Dec. 31, 1959.

- b. Summaries: Summary forms (CEF 307, rev. 9/56) for "Acreage and Production by Classes" are being sent to field offices with the acreage work sheets for other crops. These should be submitted in duplicate by December 3. Please be sure to give recommendations of cleaned production for the 1957 crop and revisions for 1956.

14. BROOMCORN: (Illinois, Kansas, Oklahoma, Texas, Colorado, and New Mexico.)

- a. Date Due: CEF 135, Comments and recommendations are due on December 6, 1957. However, preliminary acreage recommendations on CEF 83 should be submitted along with other acreage data.
- b. Forms: A supply of the Broomcorn Production Sheet is being forwarded with the work sheets for other crops. Please be sure to enter cross-State allocations on this form and submit it in duplicate.
- c. Railroad Shipment Data: Please refer to Section 34, paragraph 34.5 of the Instruction Manual. Photostats of tables showing carload receipts and shipments of broomcorn by stations are being mailed to field offices in October. Statisticians should correspond with one another to determine the origin (State of production) of broomcorn which is known or believed to have been produced outside the State in which a shipping station is located. Statisticians should also make allowance for carloadings which may have originated at stations other than those shown on the photostats as it is possible that some broomcorn was produced in new areas.
- d. Prices: Price indications and recommendations are also due December 6. Please include summaries of the broomcorn price data from all surveys with the price comments.
- e. Schedules: Approved schedules were forwarded March 22 and should carry:
Budget Bureau No. 40-R313.6
Approval Expires Dec. 31, 1959.

Please give pertinent information relating to broomcorn in comments.

15. COTTON: The Cotton Acreage Work Sheets, CEF 164, are being forwarded to field offices with work sheets for other crops. These should be returned to Washington with the acreage portion of December Cotton Report due December 7. Acreage only should be entered on CEF 83, Sheet 1 (do not enter yield and production).

16. TOBACCO: Sales check data will be complete or nearly so for all flue-cured types. In addition, cross-State movement data should be available, and if so it will greatly simplify the job of arriving at a check data total by States. For all types under quota, statisticians should contact the local ASC representative for acreage, Soil Bank data, and other available information. Please incorporate such check data totals in your comments.

17. HAY: Estimates for different hay classes will be prepared as currently established following the revisions to the 1954 Census and published in Statistical Bulletin 185, June 1956. Iowa has been including "wild" under "other" hay beginning with the 1955 season. Georgia included "clover and clover-grass mixtures" under "other" hay in the 1957 season and should revise the 1956 estimates on a comparable basis for publication in the annual report. Background information concerning changes in wordings of hay questions and effects on indications appears in CEM 1551 (March 24, 1955) and 1572 (Nov. 4, 1955). Because of the changed wordings, it should be recognized in interpreting charts that the 1957 indications are more comparable with 1955 and 1956 than with earlier years for certain hay classes in a number of States.

Statisticians' preliminary recommendations should be entered on CEF 114 in advance of the Reviewer's visit and also on the general summary CEF 135. The forwarding copy of CEF 114 should be returned to Washington.

The estimated yield of each kind of hay will be rounded to the nearest 0.05 ton except in the few instances (such as for peanut hay) where the indicated yields may be as low as 0.5 ton in some years and estimates to the nearest 0.1 seem justified. The estimated acreage and production of all hay will be the sums of the acreage and production of the different kinds. The yield of all hay (sum of production divided by sum of acreage) should be rounded to the nearest 0.01 ton. Estimates of "all tame" hay should be shown on line 58 CEF 83 (all less wild) for wild hay States and may be published in State releases if desired although they will not be published in the annual summary.

18. GRASS SILAGE: One or more items on silage made from grasses, legumes, or small grains (i.e., grass silage) are carried on cards in several States. Data from such items should be kept separate and handled as a separate "grass silage" crop. Statisticians should recommend 1956 and 1957 acreage, yield, and production in States where data are available on which to base an estimate and where this use of forage crops is important. It is not planned to publish these data.

19. PEANUTS: CEF 174 has some headings for certain November and December indications and recommendations on the back of the sheet. Please be sure to make the proper entries and complete the back of the sheet.

It is suggested that State ASC offices be contacted for information on measured acreage, time of measurement, Soil Bank data, etc. If information on measured acreage is obtained, please enter it on line 53 of CEF 174, and discuss in your comments. Analysis of Federal-State inspection data should be fully discussed in comments.

20. INTERPLANTED LEGUMES: (Soybeans, Cowpeas, and Peanuts.) Compute the ratio of each interplanted legume to land in farms. In editing interplanted legumes, each statistician should use his best judgment keeping in mind the primary purpose of the inquiry. Editing practices employed and difficulties encountered should be explained briefly in the comments. The following charts will be used by the Board for these crops and similar charts should be used in field offices;

R. C. interplanted soybean R/L versus Board interplanted soybean acreage.

R. C. interplanted cowpea R/L versus Board interplanted cowpea acreage.

R. C. interplanted peanut R/L versus Board interplanted peanut acreage.

The percentage that each utilization is of the total acreage reported on the Acreage and Production cards should be computed as described in paragraph 4-c-(1) above and should be entered on CEF 169B lines 27 to 30 for soybeans and cowpeas.

21. VELVETbeans: Show all reported data and recommendations on CEF 135. Total velvetbean acreage will be published as usual in December. Statisticians should use the chart which combined the R. C. alone and interplanted R/L versus Board total velvetbean acreage.

22. POPCORN: Estimates of planted acreage, harvested acreage, yield per acre (pounds of ear corn), and season average price per 100 pounds of ear corn (70

pounds to the bushel) for the 1957 crop, and indicated revisions of acreage, yield, and season average price for the 1956 crop are required from the following States: Ohio, Indiana, Illinois, Michigan, Iowa, Missouri, Nebraska, Kansas, Delaware* and Maryland*, Kentucky, Tennessee*, Alabama*, Oklahoma, Texas, Idaho*, and Colorado*.

If special surveys are made the schedule should follow the approved schedule used in the fall of 1955. Two copies of the schedule, showing the reported data should be included with the report. States concerned were notified June 25, 1957 and processors' schedules should carry:

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Comments on quality, proportion of production represented by different varieties, percentage of crop sold to date, and carryover of previous crops where available should also be submitted in comments for each State. Popcorn processors should be contacted, as in the past, to obtain their estimates of acreage contracted, non-contract acreage, yield per acre, and other pertinent facts. Data for States * will not be published separately, but in the "Other States" category. If these 6 States can obtain the necessary data by personal contacts, special schedules will not be necessary. Usually there are a few processors in the minor States that are well acquainted with popcorn. They should be contacted, if possible.

23. SEEDS: If 1956 estimates were revised at the time of the 1957 forecast report, and if there are to be no further revisions recommended by the State Statistician and Reviewer this December, please be sure to enter on C.E.F. 83 the latest revised 1956 estimates, not the estimates made in the previous December.

24. HEMP AND OREGON FLAX FIBER: Estimates of acreage, yield, and production of hemp fiber for Wisconsin, hemp seed for Kentucky, and flax fiber for Oregon should be submitted but will not be published.

25. SAFFLOWER AND CASTOR BEANS: The questions on safflower and castor beans are not on the Fall Acreage card. It is not planned to publish any acreage data for these crops. Comments on these crops in States where there is believed to be sizeable acreage would be appreciated.

26. FRUITS AND NUTS: Revisions of the 1956 and 1957 estimates will be considered in December, to be published in the Annual Summary. Supporting check and other data and comments should be submitted covering the revisions.

The first estimates of the following 1957 crops should be submitted, in duplicate, on form C. E. 4-28: Florida pineapples; California dates, figs, olives, avocados, and nectarines.

The Annual Summary will include a separate table showing quantities of fruits and nuts not utilized for economic reasons. A form is enclosed for submitting recommended total production and indications and recommendations of fruits or nuts left unharvested or culled out (including dumped) for economic reasons. The quantity columns on this form should have entries for each fruit or nut crop estimated, showing "None" where applicable. In preparing recommendations for these items, it should be recognized that some "normal" loss of fruit occurs every year. Recommendations should cover only losses in excess of normal.

Comments should describe the basis for the December recommendations and should cover any unusual weather or market situations during the season which affected production, quality, or utilization. Please submit with the comments, copies of any late-season schedules used as a basis for the December recommendations.

27. POTATOES: Please refer to Instruction 1955 dated May 28, 1956. The 1956 potato estimates were revised in July 1957 and therefore will not be revised this fall. However, please indicate any further revisions which statist believes should be made in 1956 estimates. Estimates of yield will be in hundredweight. Indicated yields from A and P survey, Aids, and Specials should be converted to hundredweight prior to entering the averages on CEF-340. Forms CEF 135 for 1956 for potatoes will not be mailed to State offices. Data for 1956 to be entered on CEF 83 (summary) will be secured from the July 1, 1957 crop report.

28. SWEETPOTATOES: The 1956 sweetpotatoes estimates are subject to revisions this fall; however, the number of revisions is expected to be small. Indicated and recommended yields should be in hundredweight.

29. COMMERCIAL VEGETABLES FOR FRESH MARKET: Instructions 1845, December 8, 1954, are still applicable to reports prepared for commercial vegetables for fresh market. However, those instructions are modified as indicated below to conform to new concepts adopted in connection with the 1954 Census revisions:

- a. Fresh Market Estimates on Weight Basis: The official unit of estimate for fresh market vegetables and melons is the hundredweight, and that for strawberries and mint is the pound. All recommendations of yield, production and price are to be reported in these units. In addition, all yield indications and check data should be entered in terms of official units. In this connection, the statistician should know the average net weight of each container from which he is converting basis estimates or indications. Weights vary between States depending on packing practices and varieties. Some standard weights adopted for well-known containers are no longer applicable. For example, several statisticians have ascertained that the 24-quart strawberry crate, long assumed to contain 36 pounds of berries, actually has an average net weight of 32 pounds.
- b. Changes in Reporting on Individual Crops: The paragraphs below modify those in Instructions 1845 which relate to the crops indicated:
 - (1) Asparagus: Acreage, yield, and production estimates on this crop will continue to be published on a total basis accompanied by a utilization table containing data on the quantity processed and the quantity sold to fresh market outlets. Fresh market estimates will be in hundredweights, processing in tons and total crop estimates in equivalent hundredweights. While acreage data by States will be published only on a total crop basis, the State statistician is expected to recommend equivalent acreages for the fresh market segment and for the processing segment. The sum of the two should equal the total asparagus acreage. For the total crop, production will equal acreage for harvest times yield. Acreage times yield for the fresh market and processing segments will not need to equal production but a reasonable relationship between acres and yield should be established. Separate price estimates will be established for fresh market and processing segments and value of each will be the extension of production and price. Value of the total crop will be the sum of the segments and the price will be derived to the nearest cent.
 - (2) Strawberries: Strawberry estimates will be in pounds and on an "as-sold" basis. Berries for processing purchased as capped or stemmed berries are to be reported on an actual weight basis. Prices will be carried to

tenths. The method of calculating total production and value contained in Instructions 1845 are still applicable. Statisticians should investigate the net weight of marketing units used for strawberries in their States and recommend corrected weights for 1956 and 1957, where necessary.

- (3) Other Fresh Market Estimates Which Include Quantities Processed: Utilization estimates are to be made for these crops which include artichokes, broccoli, brussels sprouts, carrots, cauliflower, celery, garlic, onions, and green peppers. Monthly and season average prices will be adopted for the fresh market segment in the same manner as for strawberries. Season average prices for quantities processed will be adopted. The combined price will be derived from the sum of the values and total production.

To date we have taken no action on the publication of utilization of these crops. This is still a goal we are striving for and every effort should be made to increase the accuracy of the utilization estimates.

30. COMMERCIAL VEGETABLES FOR PROCESSING: Instructions 1845 contain the definitions and procedures to be adhered to in submitting processing vegetable estimates. These instructions are modified by the paragraphs below:

- a. Spinach: State statisticians are to submit recommendations for processing spinach on forms C.E.F. 233 rather than on forms C.E.F. 177 as in the past few years. We have no objection to the statistician using the fresh market C.E.F. 177 as a worksheet to prepare his total crop estimate. However, the use of a single form for submitting recommendations has complicated the processing of reports in the Washington office. Forms C.E.F. 233 will be forwarded from here with other processing vegetable worksheets.
- b. Canning and Freezing Segments: For lima beans, snap beans, sweet corn and green peas, the Board publishes separate statistics of acreage, production, and value for these crops by utilization. Separate recommendations for each segment should be submitted from each decentralized State preparing estimates on these crops. The total crop estimate should multiply out and acreage, production and value of the segments should add to the total. Yield and price for each segment may be derived. It should be noted that in canning and freezing estimates, we report utilization based on initial processing. Some firms freeze in bulk for soup manufacturers and canners. Such production should be classed as frozen since it is not always possible to establish ultimate utilization of vegetables frozen in bulk.
- c. Green Lima Beans: To satisfy industry demands, we are refining our reports on green lima beans and segregating production by types of beans. The fordhook and the baby lima are two distinct types and are treated as different commodities by the industry. We will continue to publish estimates by States on a total crop basis. The statistician should submit separate recommendations of acreage, production and value for fordhooks and for baby limas. Separate form C.E.F. 233's will be provided for total **crop**, fordhooks, and baby limas. Each segment should show utilization in accordance with Par. 30, b above. Questionnaires have been re-designed to secure separate data from processors.

- d. Snap Beans: Because the industry regards green beans and wax beans as separate items, it seemed advisable to request data on each type to insure complete reporting. End-of-season questionnaires printed in Washington have been modified to permit this. The statistician can use these data to revise planted acreage by types but he will not be required to submit separate recommendations for other items. The basic data reported should be entered on the revisions worksheets, form C.E.F. 233.

31. FORMS FOR SUBMITTING REPORTS: All forms (except those for vegetable crops) will be mailed to field offices by registered mail by November 1. All sheets stamped "Forwarding Copy of the Crop Reporting Board" including the special beans and peas by classes, broomcorn, peanut, sugar beet, and tobacco forms should be returned to Washington with this report. All acreage and yield data from special surveys should be entered on the Acreage and Yield Work Sheets for the respective crops. Please be sure to enter historic Assessors' data on the 1956 Acreage Work Sheets. Enter all final yield data from the general crop schedules, acreage and production, and Assessors' surveys, etc.; also the potato final yield from vegetable crop schedules. The corn for grain yield (weighted by grain acreage) from the November general schedule should be entered on line 25 of CEF 151, not on CEF 135. Also the Board yield of all corn published in the November General Report should be entered on line 51 under "Board" of the All Corn Sheet CEF 135, not on the Corn Utilization sheet CEF 151.

The space on line 51 of CEF 135 under "Board" should be used for the Board estimate of yield at harvest as published currently for the various crops. The estimates of abandonment for each crop for which planted acreage is estimated should be entered on line 48 of CEF 135. In this connection, the statistician should enter his November recommendations of yields on the proper lines on the acreage and yield work sheets. Please be sure to enter all 1956 acreages in the Statistician and Reviewer columns line 43 or 44 of CEF 135 for 1957 whether changed or not. Similarly, the CEF 135 for 1956 should be brought up to date, line 46 or 47 for acreage and line 54 or 55 for yield.

For fresh vegetables it is important that all indications as well as the statist's recommendations be entered on form CEF 177, revised 6/57. From observation of preliminary revisions, it is noted that full use of the form is not being made. The most common omission is the entering of data in the tables on the back of the sheet. Please enter all movement data by months. Enter the correct factor for converting to hundredweight. Enter the detail utilization data in cwt. for both the current and previous year. Failure to enter all data requested on both sides of this form seriously hampers the review of the crops.

Before submitting your report to Washington, check carefully all figures appearing on more than one form (i.e., indications transferred from the district summary sheets to the acreage work sheets, ratio to land sheets, etc.) Be sure to enter on the December Crop Summary sheets CEF-83 (3 sheets) in the space provided for Statistician and Reviewer, acreage, yield, and production data for each crop (except cotton) estimated in your State for both 1956 and 1957. All Board revisions of 1956 crops made since December 1956, for cotton, tobacco, sugar crops, peanuts, potatoes, cranberries, and legume grass seeds have been entered on the 1956 and 1957 acreage and yield work sheets. They should be copied onto the field office file copies. Statistician and Reviewer should enter their figures in the column so marked on CEF-83, not in the "Board" column. Leave the "Board" column blank.

In order to expedite the work of acreage reviewers and to make it a true review of reported data and the statistician's recommendations, it is essential that chart

readings and recommendations decided upon by the field office statisticians be entered on the forwarding copy of the acreage work sheets prior to the time of the review by the Washington representative. The Reviewer will work with the forwarding copy of the acreage work sheets.

32. COMMENTS: Because the review in Washington is mainly on a commodity basis, comments should be submitted in duplicate by groups of commodities on separate sheets (as per following listing), but numbered in consecutive order throughout, e.g., if a. takes 3 sheets, b, two, the first sheet of c. should be number 6 not c-1. Please cover acreage and yield for each commodity on the same set of sheets, rather than have a separate series on the yield. The comments should for the most part be prepared in rough draft before the arrival of the Washington representative. This is especially true for the States reviewed last. The groups are as follows:

- | | |
|--|--|
| a. General Crop Summary - generally brief but concise and informative. | n. Peanuts |
| b. Corn | o. Sugar crops and sugarcane sirup |
| c. Oats | p. Legume and grass seeds |
| d. Barley | q. Potatoes and sweetpotatoes |
| e. Sorghums - grain, silage, forage and sirup. | r. Each fruit and nut crop on <u>separate sheets.</u> |
| f. Wheat | s. Hops |
| g. Rye and buckwheat | t. Broomcorn |
| h. Rice | u. Popcorn |
| i. Flaxseed | v. Special crops (hemp, mung beans, Tung nuts, safflower, etc.) each on separate sheets. |
| j. Dry beans and dry peas | w. Seedings of winter wheat and rye (fall of 1957). |
| k. Hay (including peanut hay) | |
| l. Soybeans, cowpeas, and velvetbeans | |
| m. Tobacco | |

Please note that comments on commercial vegetable crops for fresh market and for processing should be submitted on the reverse side of the respective forms, CEF 177 and 233.

33. ITINERARY OF REVIEWING OFFICERS: The date of review and the itinerary of Washington Reviewers will be covered in a Special Memo. The review will start in the first States on November 18. Most Reviewers will visit three State offices and the review in the last State will be completed about November 29.

34. THE ANNUAL CROP SUMMARY will be released December 17, at 3:00 P. M. WINTER WHEAT AND RYE REPORT, 1958 crop, will be released December 19, at 3:00 P. M.

S. R. Newell

S. R. Newell
Director

Prepared by:

W. Gahan
F. J. Graham

Enclosures: Schedule Distribution Scheme form (4) to each State.
Economic Abandonment of Fruit Crop Summary (4) to each State.

